



CETAF AISBL organisational and business model 2020-2023

The *CETAF AISBL organizational and business model*, adopted at the CETAF 29th Governing Board Meeting (Geneva, 5-6 April 2011), proposed the establishment of a Secretariat office – hosted by the Royal Belgian Institute of Natural Sciences (RBINS) – and an increase in CETAF membership fees.

The activities of the Secretariat, as agreed by the Governing Board, are outlined in the CETAF General Secretariat Work Plan (2016-2019), and in the subsequent versions of the same document, as proposed by the CETAF Executive Committee and approved by the CETAF Governing Board.

Based on the agreement of the CETAF 29th Governing Board Meeting a model using differential membership fees was adopted whereby institutions are divided into three categories of institutional membership¹ (I Very Large, II Large, III Medium) based on institution collection size, staff size (research and collections-based staff) and operational budget.

Financial model 2011-2015

Approved at CETAF 29th Governing Board Meeting (Geneva, Switzerland)

Category (Institutional size)	Operational budget² (mio. Euro)	Collections size (mio. objects)	Research & collection staff³ (FTE)	Fees in Euros 2011-2015
I – Very large	> 5	> 30	> 100	10,000
II – Large	> 2 [& <5]	> 10 [& <30]	> 50 [& <100]	6,000
III – Medium	< 2	< 10	< 50	2,000

¹ - For this classification, consortia will be considered as a single institution by adding up individual values.

² - Operational budget = research & collection budget, including staff costs (core institutional budget)

³ - FTE of research & collection staff, excluding administration, etc. but including temporary project staff.

Associate membership fees : 500 Euros per year.

Financial model 2016-2019

Approved at CETAF 38th Governing Board Meeting (Geneva, Switzerland)

Category (Institutional size)	Operational budget ² (mio. Euro)	Collections size (mio. objects)	Research & collection staff ³ (FTE)	Fees in Euros 2016-2019
I – Very large	> 5	> 30	> 100	10,400
II – Large	> 2 [& <5]	> 10 [& <30]	> 50 [& <100]	6,200
III - Medium	< 2	< 10	< 50	2,100

¹ - For this classification, consortia will be considered as a single institution by adding up individual values.

² - Operational budget = research & collection budget, including staff costs (core institutional budget)

³ - FTE of research & collection staff, excluding administration, etc. but including temporary project staff.

Associate membership fees : 500 Euros per year.

Financial model 2020-2023

Approved at CETAF 44th Governing Board Meeting (Bratislava, Slovakia)

Category (Institutional size)	Operational budget ² (mio. Euro)	Collections size (mio. objects)	Research & collection staff ³ (FTE)	Fees in Euros 2019-2023
I – Very large	> 5	> 30	> 100	10,800
II – Large	> 2 [& <5]	> 10 [& <30]	> 50 [& <100]	6,450
III - Medium	< 2	< 10	< 50	2,200

¹ - For this classification, consortia membership has been added as a new category, see below.

² - Operational budget = research & collection budget, including staff costs (core institutional budget).

³ - FTE of research & collection staff, excluding administration, etc. but including temporary project staff.

Associate membership

For CETAF members that, for economic or other reasons, are not in a position to contribute financially according to the scheme, an associated membership category with a contribution of 800 Euros is available to avoid *de facto* exclusion of members due to difficult circumstances. The associate membership status should be considered transitional and is limited to three years. Associate members are entitled to take part in all CETAF activities, including attendance at the General Meeting, but have no voting rights.

Associate membership fees: 800 Euros per year.

Consortia membership

Individual institutions or entities which do not meet the requirements for CETAF membership by themselves (regarding the budget, international significance of their scientific collections, or research capacities) are encouraged to join CETAF by forming a consortium with other

entities (or joining as a consortium with existing member or an existing consortium) which together will meet the Conditions. A consortium member may comprise independent entities or institutions, that all comply with the membership requirements given in the statutes, which will jointly will be considered as a single CETAF member for all relevant provisions of the Statutes and the Bylaws, including the voting rights and membership contributions.

Unless otherwise specified by the Governing Board and until they are able to form or join a consortium, the individual institutions that intend to form a consortium may apply to join CETAF as an associate member. Consortia get one (1) vote in the Governing Board Meeting.

The membership fee for a consortium is cumulative and the consortium will be placed in the category where the cumulative total falls. If the criteria of the member institution's totals exceed a category placement the CETAF Executive Committee will establish the payment level, in agreement with the consortium members.